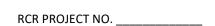


DATE RECEIVED _____

RETAIL CENTER REVITALIZATION (RCR) Application

I.	APPLICANT INFORMATION		
1.	Name (print)	*Signature	
	Company		
	Mailing Address		
	Telephone No	Fax No	
	E-mail	Website	
2.	Business Organization of Applicant:		
	□Corporation (d/b/a) or □ Partnership or □ Sole Proprietorship		
	Business Name:		
3.	. Relationship of Applicant to the storefront to be renovated:		
	□ Owner: Attach copy of latest tax bill and proof of payment.		
	□ Tenant: Attach written permission from	building owner authorizing to participate in RCR project.	
II. ARCHITECT RESPONSIBLE FOR YOUR DRAWINGS, PLANS, AND PERMITS			
	Name:		
	Address:		
	Telephone No	_ Fax	
	E-mail:	_ Website:	
III.	PROJECT INFORMATION		
Description of Building to be rehabilitated:			
	Shopping Center/Site Name		
	Street Address		
	Legal Description Lot Bloc	k Addition	





	Zoning Date of when site was built		
	Site Vacancy		
	Building Dimensions:		
	Frontagefeet Depthfeet Heightfeet # of Floors		
	Does building contain residential units? □Yes □No (if yes, how many?)		
2.	Describe the scope of work you want for this proposed façade/signage improvement project.		
	(Check all that apply and/or describe improvement ideas.)		
	□ Exterior Signage □ Exterior Lighting □ Exterior Painting		
	□ Restoration of Arch Details□ Storefront Windows □ Storefront Door		
	□ Metal/Wood Storefront □ Exterior Paneling/Sliding □ Awning/Canopy System		
	□ Sign Removal □ Add Architectural Details □ Other:		
3.	Estimated project cost or the total amount budgeted for improvements. (Total project cost for façade improvements must be at least \$20,000)		
	\$ Total Project Cost or Total Budget		

IV. RCR PROCESSING PROCEDURES FOR REVIEW

After Development Review Committee (DRC) reviews the RCR application, the City staff review comments are available Friday preceding the RCR meeting.

Ten (10) copies of revised materials including 81/2" X 11" reproducible copies of each exhibit must be submitted to the Economic Development Department one (1) week before the scheduled City Council meeting. It is crucial that a representative for this case be present at all applicable meetings.



RCR PROJECT NO.	
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V. SUBMITTAL REQUIREMENTS

Applications are due before 4:30 p.m. on the 2nd or 4th Tuesday of the month.

Ten (10) copies of materials including 8½"x11" reproducible copies of each exhibit is required with application.

After DRC reviews RCR application, City staff review comments are available Friday preceding the RCR meeting.

Revised materials must be submitted to the Economic Development Department two (2) weeks before the scheduled City Council meeting.

Ten (10) copies of revised materials including 8½"x11" reproducible copies of each exhibit must be submitted to the Economic Development Department two (2) weeks before the scheduled City Council meeting.

An RCR application shall not be considered until the application, drawings, and plans are deemed to be complete. Failure to provide any necessary revised material by the deadlines indicated may result in the delay or denial of the RCR Application.

NOTE: It is crucial that the Applicant, or an Applicant representative for this case be present at all applicable meetings.

RETURN COMPLETED APPLICATION PACKET TO:

City of Bedford Economic Development Department 2000 Forest Ridge Drive, Bldg A Bedford, Texas 76021

Telephone (817) 952-2160 or e-mail <u>dev.info@bedfordtx.gov</u> Please reference "RCR Program" in the subject line.